

## **6.0 PLAN MAINTENANCE PROCEDURES**

### **6.1 Monitoring, Evaluating, and Updating the Plan**

The Indiana State Hazard Mitigation Officer (SHMO) shall be responsible for the maintenance and implementation of this plan. The SHMO is also responsible for monitoring the funding and implementation of mitigation projects in the state administered by the Indiana Department of Homeland Security.

#### **Monitoring and Evaluating**

An important time for plan monitoring is post-event. The purpose of monitoring the plan at that time is to review and evaluate how well the overall strategies work to achieve the goals of the state and local mitigation plans. At the first scheduled meeting of the council after an event, the SHMO and IHMC (or its designated subcommittee) will monitor the plan with each declared disaster for the continued relevancy of its goals and objectives. (Note: The IHDS Director may call a meeting as required, but usually a meeting occurs within 30 days of the disaster declaration) The SHMO and the IHMC (or its designated subcommittee) will evaluate whether the designated projects have been effective in reducing losses due to the natural hazards they were designed to mitigate and whether they have reduced losses from other hazards. This will be accomplished by:

1. Identifying mitigation projects within the declared areas
2. Reviewing quarterly reports to confirm what projects are completed under each goal.
3. Evaluating whether mitigation projects designed to mitigate the hazard, are relevant to the declaration. If projects are relevant to the hazard which precipitated the declaration, the following evaluative steps will be taken:
  - a. Determine whether the projects have been or would be effective in mitigating the hazard. By utilizing information from past declarations, local plan data and anticipated losses based upon HAZUS-MH runs, prior damages and losses will be compared to post mitigation losses reflected on PA, IA and damage assessment reports.
  - b. Review the goals and projects to determine their relevance to changing situations in the state.
  - c. Review the Risk Assessment as necessary such as upon receipt of new HAZUS-MH modeling, or critical facility information.

- d. Identify implementation problems (technical, political, legal and financial) based upon quarterly progress reports, and input from the local jurisdictions and sub-grantees, and state agencies.
4. Updating the plan to reflect the successes and other findings of the monitoring and evaluating process.

Several projects in this plan stipulate an “ongoing” timeline. The Indiana Department of Homeland Security will update these projects each year, by altering the objectives, if needed, and reporting on the status.

## **Updating and Expansion**

When there are no declared disasters, the SHMO will update and expand this plan yearly to include other natural and man-made hazards that threaten the citizens of the State of Indiana, and delete or add mitigation goals, or legislative changes. The existence and evolution of community mitigation plans will be tracked. With the assistance of the planning staff of all the divisions in IDHS, the SHMO will continue to improve and expand the risk and vulnerability assessment on a state and local level.

The hazards identified and addressed in the plan will be expanded on the basis of a continuing evaluation of the hazards that consistently cause:

- *Loss of life*
- *Damage and destruction of property*
- *Negative impact on the state’s economic and social structure*
- *Identified as significant by a local entity.*
- *Upon the direction of the IHMC or the Governor.*

The 2005 State Hazard Mitigation Plan had adopted a schedule for plan maintenance and update that became difficult to follow. The State experienced four disaster declarations that placed heavy burden on already limited staff. As stated earlier in the plan, additional staffing is being considered so that this will not be an issue going forward. While it was difficult to honor the schedule, there was great success in expanding the process to include the Federal partners that are part of the Silver Jackets.

The following table lays out the annual plan review schedule. Note that the Silver Jackets will continue to be involved in the risk assessment and mitigation strategy sections of the plan. If monitored and evaluated according to this timeframe, the State Plan becomes a living document leading to the required FEMA submittal in 2011.

Plan section	Review Schedule	Responsibility	Significant event review
Section 1 Prerequisites	Year 3	SHMO	No
Section 2 planning Process	Years 1-3	SHMO	No
Section 3 risk assessment	Year 1-3	planning subcommittee	Yes
Section 4 mitigation strategy	Year 3	planning subcommittee	Yes
Section 5 local planning	Years1-3	SHMO	Yes
Section 6 Plan maintenance	Year 3	SHMO	No

Table 6.1 – Schedule for plan review and monitoring for the State Mitigation Plan

## 6.2 Monitoring Progress of Mitigation Activities

The monitoring of projects and the closeout of grant processes are covered at length in the Indiana Administrative Plan. Indiana's Administrative plan is meant to be a multi-grant program administration and grants management document. It is the means by which the IDHS's Mitigation Section operates (Standard Operation Plan). Additionally, all mitigation grants awarded require that the local jurisdictions sign a state and local agreement that outlines the reporting requirements, both fiscal and narrative, of project progress and closeout requirements. It includes maintenance and post closeout requirements for the local jurisdiction.

The state will review the progress of the projects on a quarterly basis. Projects which entail elevation or acquisition will be surveyed at start of construction or demolition and the completion of the project. Currently, every sub-grantee must provide supporting documentation for all transactions at the earliest possible opportunity, but no later than the next quarterly report. This is both during the grant period and post grant (Indiana Mitigation Administrative Plan). The mitigation section, through the cooperation of the local EMA directors, State Field Coordinators, and Department of Natural Resources monitors the status of

project areas and programs. The staff of the agencies visits the counties on a regular basis and report the status of project sites and their maintenance.

The Mitigation Section in preparation for developing an Enhanced State Mitigation Plan is acutely aware that there is not sufficient staff in house to monitor all of the projects and programs that are currently under development or will be under implementation before the next planning cycle. The Enhanced Plan will provide a staffing plan which will better align the personnel needs and the project implementation goals. Additionally, as part of the plan, the Mitigation Section will develop on line reporting forms for sub-grantees which can easily be incorporated in to the federal web based system which became available with federal fiscal year 2005 Pre-disaster Mitigation Competitive grants.

Projects, such as winter awareness, storm preparedness, and flood awareness programs are developed by state and local agencies to increase public awareness, to enhance public safety and to improve the community's response to these events. They have proven effective, but require little or no public funding. The state will use public outreach at the local safety fairs and annual county fairs to evaluate the effectiveness of those projects which did not require funding to accomplish. Public feedback will be sought through surveys and anecdotal reports from attendees.

For this plan renewal, there have been no major changes to the system of tracking mitigation activities and goals. If anything, the process is being better documented through the use of tracking tools such as spreadsheets where progress is monitored and when necessary follow up activities are conducted to continue the forward progress of the activities. These spreadsheets are maintained on a common drive for all of the mitigation section staff to access.

In the three year time period of the previous plan and with two disasters per year, not all mitigation actions were implemented as planned. Also, some have a long term aspect that will carry the program beyond any one single renewal period of three years.

However, the State of Indiana has continued to maintain a focus on the acquisition of owner occupied flood prone homes as funding and local matching funds permit. One goal that increased in priority was the enhanced awareness and notification of potential tornados and the enhanced hardening and protection of structures from high wind events. With the Evansville Vanderburgh County Ordinance requiring enhanced anchoring of mobile home and manufactured housing structures as well as CJ's Law, a statewide requirement for Weather alert radios in every new manufactured and mobile housing unit, a greater emphasis has been placed upon proactive actions to lessen the damages and loss of life from high wind events in manufactured and mobile housing communities.

The following chart lists the status of grant mitigation projects within the state.

ONGOING MITIGATION GRANT PROJECTS						
HAZARD MITIGATION GRANT PROGRAM	DATE AWARDED	C	O	F	AMOUNT	
Fort Wayne Acquisition Draper	1/23/2004	X			\$122,500	
Bluffton	5/3/2004	X			\$684,926	
Alexandria Acquisition	1/21/2005	X			\$112,790	
Decatur Acquisition	5/3/2004	X			\$749,657	
Fort Wayne Acquisition	7/7/2004	X			\$925,451	
Kokomo Acquisition	12/22/2004	X			\$430,688	
Rennselear	5/21/2004	X			\$584,363	
Noblesville	5/3/2005		X		\$499,596	
Muncie	3/24/2005	X			\$132,769	
Delaware	3/24/2005	X			\$258,411	
Earthquake Video	3/10/2004	X			\$37,500	
Tornado Warning Project	6/24/2004	X			\$73,223	
Hospital Retrofits	8/11/2004	X			\$26,000	
Anderson Elevation	4/7/2004	X			\$7,040	
Geological Survey Risk Map	2003	X			\$29,000	
Hazus/GIS Classes	EMPG FUNDS		X		\$100,365	
Wells County	5/3/2004	X			\$15,000	
Vanderburgh	3/9/2004	X			\$50,000	
St. Vincents Hospital Retrofit	8/10/2004			X	\$14,063	
Ft. Wayne Acquisition	7/12/2004	X			\$734,049	
Montpelier Outdoor Warning	7/21/2006	X			\$3,150	
Jackson County Plannning	8/28/2006		X		\$14,530	
Decatur Acquisition	2/22/2006	X			\$2,046,974	
Public Information	7/18/2006		X		\$101,150	
Sullivan County Plan	11/13/2006		X		\$25,575	
Delaware County Plan	11/2/2006		X		\$32,250	
Tippecanoe Acquisition	1/9/2007		x		\$229,069	
FLOOD MITIGATION ASSISTANCE	DATE AWARDED				AMOUNT	
Fy 2003 Howard County Acquisition	7/20/2004	X			\$216,987	
Fy 2003 Elkhart Planning	7/20/2004	X			\$14,600	
Fy 2003 Fort Wayne Acquisition	7/20/2004	X			\$190,875	
Fy 2003 Holiday Lakes Acquisition	9/30/2003	X			\$112,125	
FY 2004 Fort Wayne Acquisition	7/25/2005	X			\$55,000	
FY 2004 Fort Wayne Acquisition		X			\$163,300	
Fy 2005 Supp. Ft. Wayne Acquisition	9/20/2005	X			\$586,419	
Fy 2005 Howard Co. Acquisition	6/16/2005	X			\$92,967	
Fy 2006 Madison County Plan	9/20/2006		X		\$37,050	
Fy 2006Ft Wayne Acquisition	9/20/2006		X		\$180,000	
Fy 2007 Ft. Wayne Acquisition	9/25/2007		X		\$55,059	
Fy 2007 Jasper Co Plan	8/21/2007		X		\$43,389	

ONGOING MITIGATION GRANT PROJECTS							
PRE DISASTER MITIGATION GRANT		DATE AWARDED	C	O	F	AMOUNT	
FY 02 IGS EQ Mapping		2/4/2003	X			\$25,333	
FY 02 Orange County Planning		2/4/2003	X			\$30,000	
FY 02 Montgomery County Plan		2/4/2003		X		\$40,000	
Fy 2003 Planning Grants (7 Counties)		7/30/2003		X		\$248,375	
FY 2004 Visual Risk Planning System		6/14/2004	X			\$350,000	
PRE DISASTER COMPETITIVE GRANT		DATE AWARDED	C	O	F	AMOUNT	
Polis Center Risk Analysis/GIS Project		6/14/2004	X			\$500,000.00	
FY 2005 Planning Grants		9/7/2005		X		\$1,821,750.00	
FY 2006 Bartholomew County Plan		9/15/2006		X		\$36,000.00	
FY 2006 Hendricks County Plan		9/15/2006		X		\$36,000.00	
FY 2007 Indiana Central Faming Plan		Pre-award				\$628,426.00	
FY 2007 Indiana Northern Prairies Plan		Pre-award				\$848,812.50	

**C=Project work is complete**  
**O=Ongoing project work**  
**F=Project has been funded**